AIR FORCE COMMUNICATIONS AGENCY

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1. Mission . The Air Force Communications Agency (AFCA) is a field operating agency (FOA) reporting to the Headquarters United States Air Force Deputy Chief of Staff (DCS) for Communications and Information (HQ USAF/SC). HQ AFCA's mission is to help the Air Force maintain information superiority by ensuring communications and information systems are integrated and interoperable. The agency provides innovative communications and information services and solutions so air and space operators can do their job better, faster, and cheaper.

2. Command . The AFCA Commander:

2.1. Reports directly to HQ USAF/SC.

2.2. Commands the personnel of HQ AFCA and establishes the organizational goals and strategy necessary to meet mission requirements.

2.3. Represents the Air Force as executive agent on assigned communications and information matters throughout the Department of Defense (DoD) and Federal Government.

3. Responsibilities . HQ AFCA:

3.1. Develops Air Force policy, guidance, procedures, and strategic plans for communications and information processes and systems.

3.2. Manages the Air Force communications and information publications process.

3.3. Supports HQ USAF/SC in developing the Air Force enterprise architecture including the Air Force technical architecture. Formalizes architecture processes and procedures, and educates and equips Air Force architects in the development of DoD compliant command, control, communications, computers, intelligence, surveillance, and reconnaissance (C4ISR) architectures. Specifically, manages the Joint Technical Architecture-Air Force (JTA-AF) Configuration Control Board and rep-

resents the Air Force on the JTA Development Group, the C4ISR Architecture Framework Development Group, and the DoD Architecture Repository Development Group. Develops JTA-AF guidance. Provides technical standards and profiles, evaluates commercial products, recommends Air Force-wide technical solutions and products, and develops commercial off-the-shelf technical forecasts. Manages the Air Force's communications and information technical standards program and represents the Air Force on joint and international standards committees.

3.4. Works with mission area and functional area architects on their system architectures to capture technical architecture and infrastructure requirements and roll them into the JTA.

3.5. Develops and sustains the operational, system, and technical architecture views for the Air Force communications and information functional area architecture.

3.6. Assesses communications and information processes throughout the Air Force and develops "best practices" for use throughout the Air Force; lead for Air Force-wide communications and information reengineering activities.

3.7. Evaluates proposed technical solutions and new technologies through engineering analysis, prototyping, modeling, and simulation.

3.8. Serves as the Air Force lead command for communications and information infrastructure programs (Air Force Instruction 10-901, *Lead Operating Command—Communications and Information Systems Management*).

3.9. Serves as the Air Force program manager for the Air Force Command, Control, Communications, Computers, and Intelligence Support Plan. Provides oversight and execution of the Air Force Networthiness Certification Process for all major commands (MAJCOM), Air Force, and applicable DoD automated information systems affecting the Air Force network architectures.

3.10. Serves as Air Force lead in specialized communications and information services such as electronic commerce/electronic data interchange, visual information, information management, multimedia information resources, unit cost resourcing, fee-for-service, and the Defense Working Capital Fund.

3.11. Serves as the Air Force focal point for obtaining and managing commercial and government-owned long-haul communications services, systems, and equipment. Manages the transition to Defense Information Systems Network.

3.12. Assists HQ USAF/SC in setting competitive sourcing and privatization (CS&P) objectives, developing strategies and plans to achieve those objectives, and providing Air Force-wide oversight of CS&P initiatives. Provides MAJCOMs with tools required for success.

3.13. Develops Air Force policy, guidance, and processes for protecting communications and information systems and the information contained within the systems.

3.14. Provides communications and information technical support to MAJCOMs.

3.15. Develops agency program objective memorandum submissions to include lead command program requirements, administers Air Force long-haul communications funds, develops agency budgets and financial plans, and ensures proper execution of funds. Performs manpower and organizational analyses of the communications and information community, and provides manpower data inquiry service for the HQ USAF/SC staff. Provides personnel support to include facilitating HQ USAF/SC management-level review for officer promotion cycles and professional military education, managing

the Air Force communications and information awards program, acting as focal point for developing Air Force-wide information technology (IT) standard core personnel documents, administrating the process of selecting and finalizing SCOPE EAGLE Seminar attendees, entering names into the Air Force Training Management System, and acting as focal point for senior grade program.

3.16. Oversees the development and execution of the Air Force software policy and provides data administration expertise to parent headquarters.

3.17. Manages the Air Force Information Collection Budget and the Information Collection Reports programs.

3.18. Assists HQ USAF/SC with communications and information force structure issues to include developing future force structure requirements; career field management; and training requirements for officer, enlisted, and civilian career fields (33SX, 2EXXX, 3CXXX, 3VXXX, 3AXXX, 8MXXX).

3.19. Develops and runs specialized professional and technical communications and information seminars to ensure Air Force communications and information professionals are up to date on issues affecting their career fields.

3.20. Provides principal legal support to HQ USAF/SC. Provides specialized IT law expertise on such matters as draft legislation, high-level inquiries, ethics, IT outsourcing and privatization, and Chief Information Officer (CIO) policies. Serves as Judge Advocate focal point for IT issues generated by MAJCOM and base communications and legal offices. Provides other legal services as directed.

3.21. Manages the AFCA Public Affairs (PA) Program, and provides PA support to HQ USAF/SC and the Air Force communications and information community.

3.22. Provides specialized communications support to the United States Secret Service.

3.23. Provides quick reaction communications response capability for worldwide support of nuclear and aircraft mishaps, natural disaster civil relief operations, and other Air Force emergency operations.

3.24. Develops Air Force policy, guidance, procedures, and processes for communications and information systems logistics support to reduce duplication in MAJCOMs and provide synergistic benefits to both the Air Force logistics and communications and information communities. Represents the communications and information functional area on Air Force-wide logistics committees, councils, and boards.

3.25. Manages the Air Force's communications and information history program.

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